

## **HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE**

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, November 18, 2014 at 9:00 A.M., in meeting room 4-C located on the fourth floor of the Administration Building.

**HR COMMITTEE MEMBERS PRESENT: Marsik; Duchac; Frohling; Greshay; and Schmidt**

**ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; James Mielke, Dodge County Administrator; Shelby Miller, Administrative Services Coordinator; Brian Field, Highway Commissioner**

**Meeting called to order by Marsik at 9:00 a.m.**

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Schmidt. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Duchac to approve the minutes of the November 4, 2014 regular meeting of the Human Resources and Labor Negotiations Committee. Second by Frohling to approve the minutes. Motion carried.

Miller addressed the Committee regarding a request for donations of sick time for an employee of the Human Services and Health Department. She stated that this employee has a serious health condition. She will be using up the last of her own paid time.

Motion by Greshay to approve the request to donate sick time under the established guidelines and by doing so does not establish a practice or precedent. Second by Duchac. Motion carried.

Salary, Wage, and Status Changes: Field addressed the Committee regarding an issue he is having hiring Utility II/Truck Drivers at not only the start step of labor grade 3, but also at steps 3 and 4. He explained that he made two (2) offers of employment at step 4, \$16.42, contingent upon the Committee's approval today. Both offers were declined. He stated that he has four (4) vacancies and one (1) employee on an extended medical leave, which leaves him with five (5) empty trucks for the snowplowing season. Field stated that experienced candidates are looking for a minimum of \$18.00 per hour. He stated that Watertown and Jefferson County are currently advertising a starting wage between \$16 -\$17 and that Dodge County is advertising a starting wage of \$14.74. Field and Rains answered questions from the Committee regarding the Carlson Dettmann study and market rating positions. Rains indicated he would add an agenda item for the next Committee meeting regarding a discussion and consideration of reclassifying the Utility II/Truck Driver position. The Committee informed Field that he could let his employees and candidates know that there is a strong commitment by the Committee to support a reclassification of the Utility II/Truck Driver position from labor grade 3 to grade 4.

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 11/18/14

Eske gave the Committee an update on the Kronos Project and answered questions from the Committee members.

Rains distributed a spreadsheet he drafted which broke down the 2014 performance management wage increases by number of employees who got a 0%, 1.25%, 2.5%, and 3.75%. The Committee thanked him for the time and effort it took to compile this information and asked that a summary of this information be placed on the County Board Supervisor's desks at their next meeting.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

Motion by Greshay to approve the Personnel Requisitions as presented. Second by Duchac. Motion carried.

- One (1) State Patrolman – F.T., Highway Department
- One (1) Account Clerk II – F.T., Human Services & Health Department
- One (1) Counselor I, II, or III – AODA – F.T., Human Services & Health Department
- One (1) Economic Support Aide–Bi-lingual–F.T., Human Services & Health Department
- One (1) Meal Site Manager – P.T. <20, Human Services & Health Department
- One (1) Correctional Officer – F.T., Sheriff's Department – Jail Division
- One (1) Deputy Secretary – F.T., Sheriff's Department – Jail Division
- One (1) Patrol Sergeant – F.T., Sheriff's Department – Patrol Division

Leave of Absence: None.

The Committee reviewed the remaining Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RE-HIRE – UNION: None. RECLASSIFICATION – UNION: None. STEP INCREASE – UNION: Carmen J. Micale, Jr., Sergeant–Patrol Sheriff's Department–Patrol Division at \$29.12, Pay Grade SSU08, Step 5M42 effective 08-06-14. NEW HIRE: Russell J. Ebert, Transport Officer–Occasional, Sheriff's Department at \$17.96, Pay Grade MSC37, Step 01<sup>ST</sup> effective 11-05-14; Philip G. Hraban, Transport Officer–Occasional, Sheriff's Department at \$17.96, Pay Grade MSC37, Step 01<sup>ST</sup> effective 11-05-14; Jeffrey V. Rauscher, Transport Officer–Occasional, Sheriff's Department at \$17.96, Pay Grade MSC37, Step 01<sup>ST</sup> effective 11-05-14. RE-HIRE: None. LIMITED TERM/SEASONAL: None. RECLASSIFICATION: Lorna M. Herrera-Torres, Economic Support Specialist I, Human Services & Health Department at \$16.66, Pay Grade DC04, Step ST01 effective 11-17-14. STEP INCREASE: John M. Veling, Director–Central Services, Central Services Department at \$29.93, Pay Grade DC08, Step S09B effective 12-11-14; Rodney A. Anderson, Foreman, Highway Department at \$24.36, Pay Grade DC07, Step ST04 effective 12-14-14; Lawrence A. Brewer, Foreman, Highway Department at \$24.36, Pay Grade DC07, Step ST04 effective 11-28-14; Todd A. Busse, Jr., Mechanic, Highway Department at \$22.85, Pay Grade DC06, Step ST05 effective 12-05-14; Randy L. Drzonek, County Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 12-30-14; Dennis

## HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 11/18/14

R. Ebert, State Patrolman, Highway Department at \$21.96, Pay Grade DC04, Step S12A effective 12-16-14; Randy J. Keach, County Patrolman, Highway Department at \$21.66,

### Salary, Wage, and Status Changes Cont.

Pay Grade DC04, Step S12A effective 12-13-14; Thomas J. Nehls, Engineering Technician V, Highway Department at \$23.73, Pay Grade DC06, Step S07A effective 12-12-14; Steven H. Nummerdor, State Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 12-09-14; Derrick J. Rohde, Utility II / Truck Driver, Highway Department at \$16.84, Pay Grade DC03, Step ST06 effective 11-12-14; John S. Sharkey, Excavator Operator, Highway Department at \$22.30, Pay Grade DC05, Step S08B effective 10-30-14; Quendin V. Sterwald, Welder, Highway Department at \$22.85, Pay Grade DC06, Step ST05 effective 12-01-14; Andrew J. Von Rueden, State Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 12-17-14; Heidi R. Denure, Economic Support Specialist II, Human Services & Health Department at \$19.12, Pay Grade DC05, Step ST02 effective 12-05-14; Carol A. Schwab, WIC Project Director, Human Services & Health Department at \$30.28, Pay Grade DC08, Step S10A effective 01-01-15; Joyce A. Fiacco, Director–Land Resources & Parks, Land Resources & Parks Department at \$44.25, Pay Grade DC14, Step S08B effective 11-17-14; Thomas L. Meister, Custodian II, Physical Facilities Department at \$13.33, Pay Grade DC02, Step ST02 effective 11-11-14; Mary Kay Westimayer, Administrative Secretary II, Physical Facilities Department at \$17.57, Pay Grade DC02, Step S14B effective 11-09-14; Bradley J. Knoll, Corporal Jail, Sheriff's Department–Jail Division at \$25.74, Pay Grade DC06, Step S10A effective 11-30-14; William J. Miller, Corporal Jail, Sheriff's Department–Jail Division at \$25.74, Pay Grade DC06, Step S10A effective 11-30-14. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None.

### **HR Director's Report:**

- a) Disciplinary Actions: Rains informed the Committee of a possible disciplinary suspension for an employee in the Jail.
- b) Grievances and Arbitrations: Rains indicated that he is still waiting to hear from the Sworn Union regarding the dates for the mediation given by the Arbitrator.

Rains gave the Committee an update on the Heidi Burden ERD hearing that took place on November 14, 2014. He indicated that the Arbitrator started out by trying to initiate a possible settlement between the County and Ms. Burden. He stated that after a long negotiation process the County and Ms. Burden reached a tentative settlement. Rains stated that Mielke was in contact with John Corey, Corporation Council and with WMMIC and they agreed that a settlement was in the best interest of the County. Rains and Mielke answered questions from the Committee.

Future Agenda Items: Update on the health insurance consulting services. Highway, Utility II/Truck Driver reclassification.

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 11/18/14

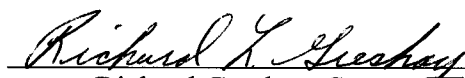
Future Agenda Items: Update on the health insurance consulting services. Highway, Utility II/Truck Driver reclassification.


Future Meeting Dates and Times: It was the consensus of the Committee to cancel the December 2, 2014 regular meeting and reschedule it for December 9, 2014 at 10:00 a.m. and to cancel the December 16, 2014 regular meeting and reschedule it for December 19, 2014 at 9:00 a.m. It was also the consensus of the Committee to hold a special meeting to address the reclassification of the Highway, Utility II/Truck Driver position on December 1, 2014 at 8:00 a.m.

A special meeting of the Human Resources and Labor Negotiations Committee will be held on **December 1, 2014 at 8:00 a.m.** in room 4C of the Administration Building.

The next regular scheduled meetings of the Human Resources and Labor Negotiations Committee are **December 9, 2014 at 10:00 a.m. and December 19, 2014 at 9:00 a.m.** in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 11:05 a.m.

  
Richard Greshay, Secretary

  
Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.